

UTAH PROGRAM IMPROVEMENT PLANNING SYSTEM (UPIPS)

Year 3 Checklist

| Done | UPIPS Step | Timeline |
|------|--|-----------------------------|
| | Continue to self-monitor files | July, 2007-May, 2009 |
| | Continue to implement PIP and CAP | July, 2007-May, 2009 |
| | Implement planned CSPD activities | July, 2007-May, 2009 |
| | Collect and review data to measure the effectiveness of each action step of PIP goals | July, 2007-May, 2009 |
| | Revise the PIP, if needed, to reflect additional findings from data collection | July, 2007-May, 2009 |
| | Submit revised PIP and CAP, if needed | July, 2008-May, 2009 |
| | Submit evidence of CAP related training completed (agendas, participant list, and training materials) | December 1, 2008 |
| | Submit annual progress report on PIP to USOE | June 30, 2009 |
| | Submit verification of results from completed CAPs (through on-going internal file monitoring data) to USOE | June 30, 2009 |